TERRA
FOUNDATION FOR AMERICAN ART

You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of the application, click Submit to forward your application for consideration. If you're not ready to submit your application yet, click Save & Finish Later.

Organization Information

Printer Friendly Version | E-mail Draft

✳   Required before final submission

Welcome to the **Exhibition Grants Letter of Inquiry (LOI)** form. An LOI is a brief description of the project for which you seek a grant that the Terra Foundation uses to determine whether to invite a full proposal. Text and all attachments should be written in English. All LOIs must be submitted electronically and received by the Foundation's deadline.

Please visit the web page for the grant program you are interested in for more details outlining proposal procedures. The timeline for all programs vary. Because the Terra Foundation must be acknowledged in all communication materials related to funded programs, applicants should time their requests so that grant notification will come before any of these materials are produced or distributed.

Please refer to the FAQ document found here for detailed information about the online application process. Direct questions about **proposal components** to grants@terraamericanart.org
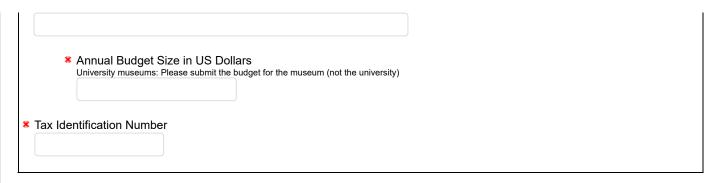
You can scroll through the LOI before filling out the data fields. You can also print out a blank LOI form for your reference.
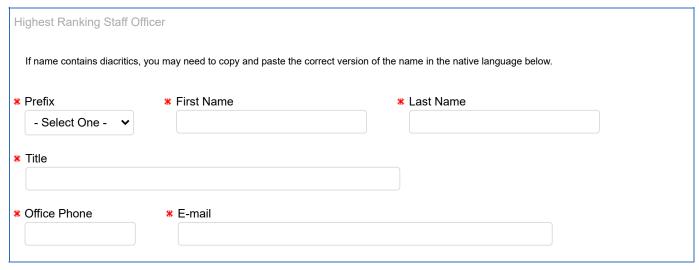
You may copy and paste from other documents into the fields below. If text contains diacritics (e.g. international characters, accent marks, etc.) you may need to copy and paste the text from an external document.

Please note that LOI fields accept only plain text and that formatting options are limited. Please use numbers rather than bullet points if submitting a list.

IMPORTANT: Do not use your browser's BACK key -- you will lose any unsaved data! **SAVE OFTEN**.

Organization Information

✳ **Organization Name**
If name contains diacritics, you may need to copy and paste the correct version of the organization's name in the native language below.

✳ **Legal Name**
(THE LEGAL NAME THAT WOULD APPEAR ON A CHECK)

✳ **Address**

✳ **City**   State   Postal Code   ✳ **Country**
                     If applicable
                     <None> ⌄   - Select One -   ⌄

✳ **Organizational Phone**

✳ **Website**

[   ]

✱ Annual Budget Size in US Dollars
University museums: Please submit the budget for the museum (not the university)

[   ]

✱ Tax Identification Number

[   ]

Highest Ranking Staff Officer

If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.

✱ Prefix   ✱ First Name   ✱ Last Name
[- Select One - ▾]   [   ]   [   ]

✱ Title
[   ]

✱ Office Phone   ✱ E-mail
[   ]   [   ]

Grant Contact

Please enter information for the primary grant contact who can provide additional information if needed and should receive all correspondence from the Terra Foundation.
If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.

Click here if same as above
[ ]

✱ Prefix   ✱ First Name   ✱ Last Name
[- Select One - ▾]   [   ]   [   ]

✱ Title
[   ]

✱ Office Phone   ✱ E-mail
[   ]   [   ]

Project Description
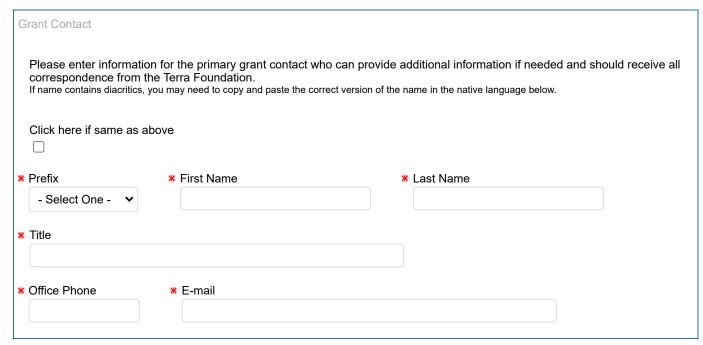
You may copy and paste from other documents into the fields below.

Please note that LOI fields accept plain text and formatting options are limited. Please use numbers rather than bullet points if submitting a list.

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Project Description

If your organization is requesting requesting funding for exhibition planning, research, and development ONLY, please check the box below.

☐ Planning, Research, and Development

✳ Grant Request Amount (USD)
Note: no more than 25% of any awarded grant may be used to offset direct administration expenses

[   ]

✳ Total Project Budget (USD)

[   ]

✳ Project Title
Word Limit: 40

[   ] ✓

Word count 0 of 40

Opening date for the exhibition
Leave blank if applying for planning, research, and development funds only

[   ] 📅

✳ Please provide a brief statement of the organization's history, purpose, goals, and values.

[   ] ✓

Word count 0 of 200

✳ Please provide a description of the project, including its format, duration, and plans for touring, if any.
Word Limit: 250

[   ] ✓

Word count 0 of 250

Please describe how the project addresses each of the following objectives for this grant program:

1. To generate knowledge and interpretive frameworks that reflect the range and complexity of American art and its histories through the diversity of artists represented, voices included, and stories told
✳ 2. To center artists, scholars, and communities who have been systemically excluded from narratives, practices, and presentations of American art
3. To commit to inclusive and equitable practices across project development and implementation in order to lead to structural change

Word Limit: 500

[   ] ✓

Word count 0 of 500

✳ Please describe how the new narratives and scholarship generated via the proposed project will be shared with the wider public, either digitally or through printed publication.
Word Limit: 200

Word count 0 of 200

✳ Please list other organizing partners as well as secured funding sources and amounts for the project, if relevant.
Word Limit: 100

Word count 0 of 100

Attachment

Please provide a representative list of objects that are the subject of this project, noting any prospective lenders (up to four pages). We do not aim to see the full checklist of objects under consideration, only a sampling.

Please format the object list as follows: Organize the list by theme, section, or gallery (if applicable). Confirmed objects should be listed first within each theme, section, or gallery, followed by any objects only tentatively slated for inclusion for that section.

✳ 1. For loaned objects, include the loan request status (pending or secured).
2. Use color, thumbnail-size images accompanied by their object information (4–7 objects per page; fewer than four generates too much paper, while more than seven is difficult to read). Readers appreciate legibility.
3. Please number each thumbnail.
4. Highlight in yellow the object information for works made by artists from the United States.

An example checklist is provided here: Sample Exhibition Checklist

Choose File   No file chosen

Upload

Your response to the survey question below is optional and will be used for the Terra Foundation's internal assessment purposes only.

How did you hear about this award program? (select all that apply)

☐ TFAA website

☐ TFAA email communications   ☐ TFAA funded project   ☐ TFAA staff

☐ Friend/colleague/word of mouth

☐ Facebook   ☐ Instagram   ☐ Twitter   ☐ LinkedIn   ☐ Listserv (specify in blank below)

☐ Other (specify in blank below)

Please click 'Review & Submit'. You will see a full copy of your proposal for final review. After final review of your proposal, you must click 'Submit' again. After you have successfully submitted, you will immediately receive an automated e-mail with a copy of the proposal for your records. If you do NOT receive a copy of the proposal, please contact grants@terraamericanart.org.

Save & Finish Later   Submit